

Guide to Access CTQRA Dashboards via Tableau Server

Prior to accessing the CTQRA Dashboards, please ensure that you have:

1. Selected **Chrome** or **Internet Explorer** as your browser
2. Authenticated your access to external sites using your UQ username and password

CTQRA Dashboards via Tableau Server

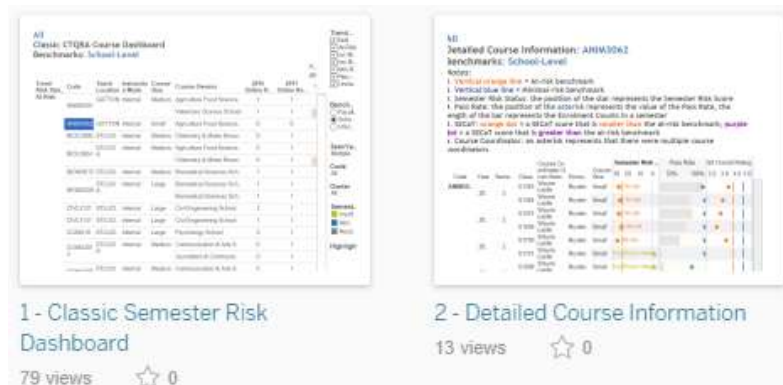
1. Click the link to [Tableau CTQRA Dashboards](#)
2. Sign-in using the username and password (provided via an email)
3. Depending on the level of access, you will see the course or program folders:
 - **Course Dashboards – CTQRA 2018**
 - **Program Dashboards – CTQRA 2018**

Course Dashboards – CTQRA 2018

1. After you have clicked the folder ‘**Course Dashboards – CTQRA 2018**’, you will see the icon ‘**Course Model**’:

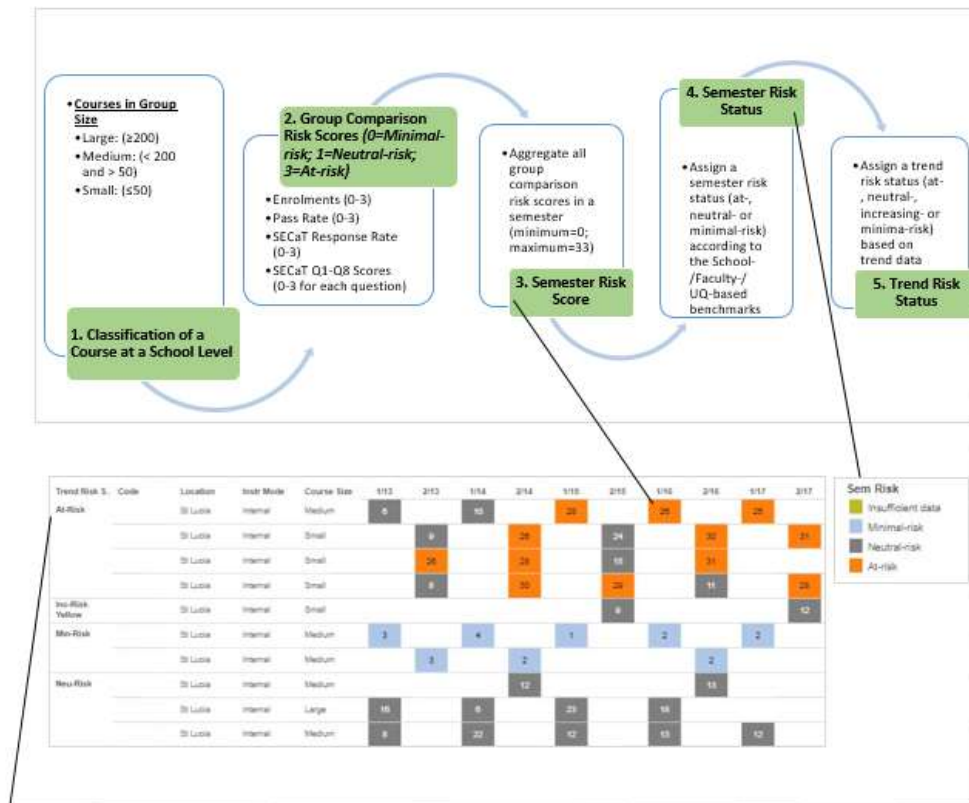


2. Below are what you will see after you have clicked the icon ‘**Course Model**’:

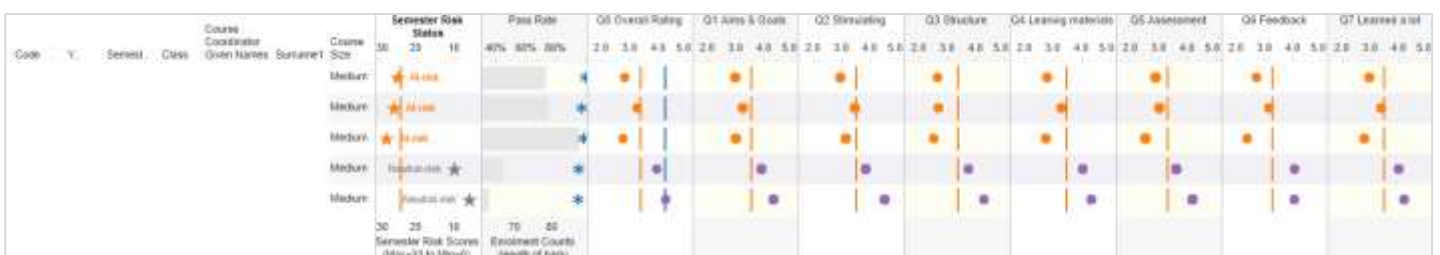


- ALWAYS start with the '**1 – Classic Semester Risk Dashboard**'. You will see an overview of Trend Risk Status and Semester Risk Scores. Use the filters on the right-hand side to select the course/s that you would like to view.

The below diagram shows the data on the dashboard in relation to the course risk model:



- You can also click on a code to view the detailed course information of the selected course. You have 2 options:
 - View detailed information for the selected course – this will take you to the '**2 – Detailed Course Information**'
 - View detailed report – this will take you to the UQ Reportal to access the detailed course report. You will need to login to the UQ Reportal using your UQ username and password.
- Once you have clicked 'View detailed information for ABCD4149', you will be provided detailed information of the selected course about its Semester Risk Status, Pass Rate, Enrolments and SECaT scores:

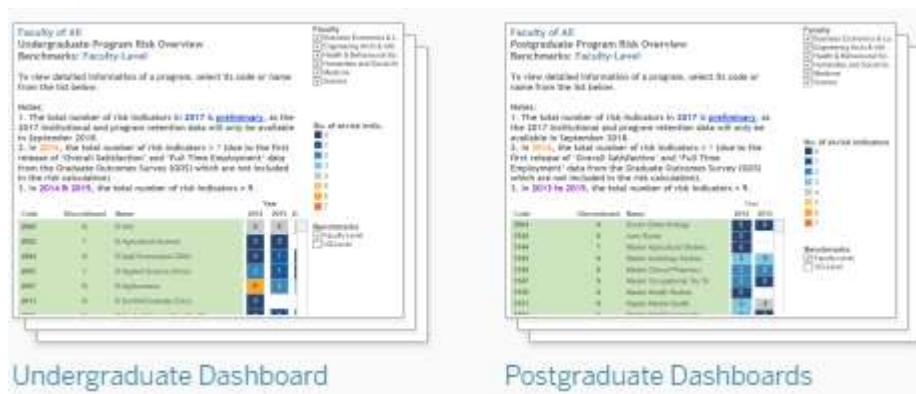


- Use the tabs on the left hand corner to navigate back to the **'1 - Classic Semester Risk Dashboard'** where you can select another course to view its detailed information:



Program Dashboards – CTQRA 2018

- After you have clicked the folder **'Program Dashboards – CTQRA 2018'**, you will see the icon **'Undergraduate Dashboard'** and **'Postgraduate Dashboard'**:



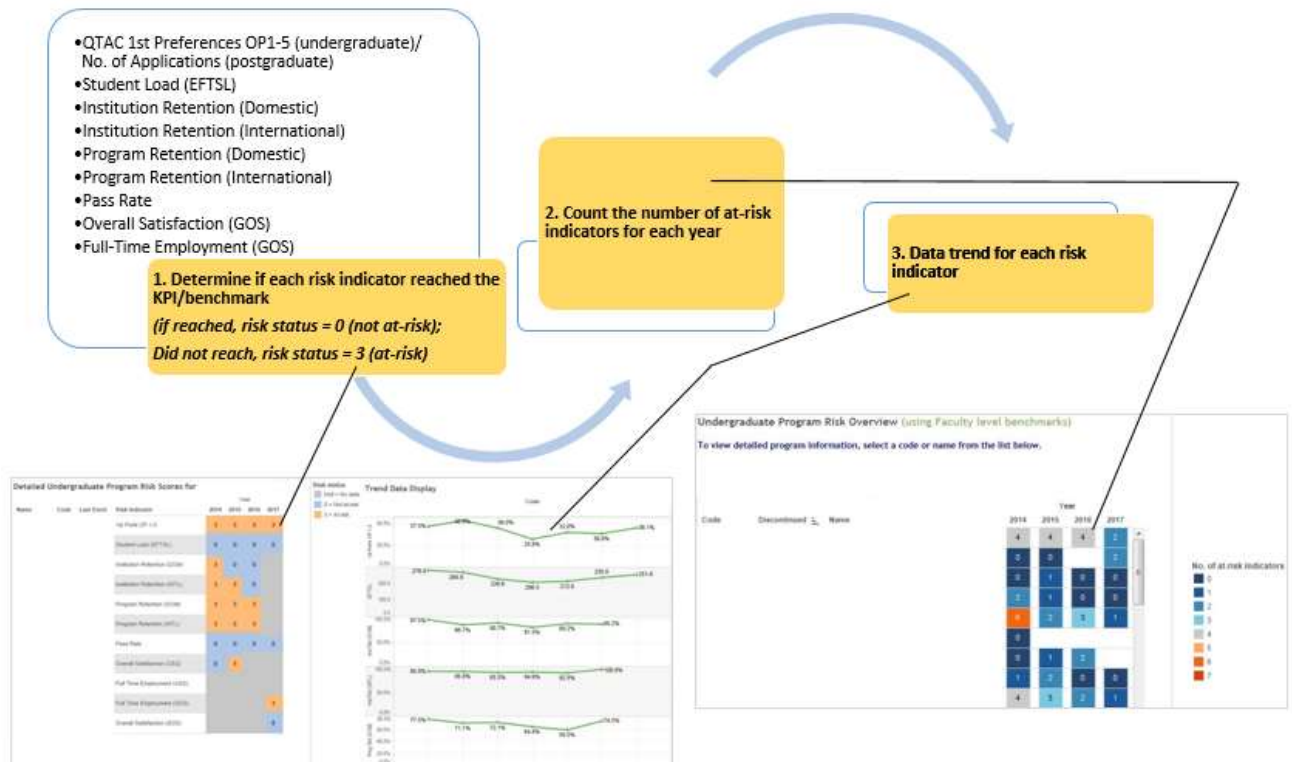
The design of both Dashboards is very similar. We are using the **'Undergraduate Dashboard'** as an example to illustrate the access to the program dashboards.

- Below are what you will see after you have clicked the icon **'Undergraduate Dashboard'**



- ALWAYS start with the **'1 – Classic Program Dashboard'**. You will see an overview of the number of risk scores across the years for each program. Use the filters on the right-hand side to select the Faculty- or UQ- benchmarks.

The below diagram shows the data on the dashboard in relation to the program risk model:



4. You can also click on a code to view the detailed program information of the selected program. You have 2 options:

- **View detailed information for the selected program** – this will take you to the ‘**2 – Detailed Program Information**’
- **View detailed report** – this will take you to the UQ Reportal to access the detailed program report. You will need to login to the UQ Reportal using your UQ username and password.

5. Once you have clicked ‘**View detailed information for XXXX**’, you will be provided detailed information of the selected program about its Risk Scores, the Benchmarks used and the Trend Data Display of the risk indicators.

6. Use the tabs on the left hand corner to navigate back to the ‘**1 - Classic Program Dashboard**’ where you can select another program to view its detailed information:

